

# Meeting Minutes

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## Neighborhood and Community Engagement Commission Tuesday, July 26, 2016 – Minneapolis Central Library

**Meeting attendees:** Shannon Bean, David Boyd, Nick Cichowicz, Raya Esmaeili, Denis Houle, Queen Kimmons, Marcus Mills, Nasser Mussa, Jeffrey Strand, Patricia Vogel, Kenya Weathers and David Zaffrann.

**NCEC members excused:** Braulio Carrasco, Marcea Mariani, Jeanne Montrese and Antoine Martinneau.

**Staff Present:** Howard Blin, Cheyenne Brodeen, David Rubedor and Don Joseph.

### 1. Public Comment

No one appeared to address the Commission.

### 2. Introductions

**Call to order:** Zaffrann called the July meeting of the Neighborhood and Community Engagement Commission to order at 5:14 p.m. Commissioners introduced themselves.

#### 2b Agenda Approval:

**Motion:** There was a proposal to add agenda item 4.E Committee Structure Discussion. Zaffrann moved to approve agenda as amended, Weathers Seconded. Motion carried.

### 3. Executive Committee Reports

#### 3a. Chairs' Report

No Chair's report was given.

#### 3b. Secretary's Report

**Motion:** Motion by Cichowicz, seconded by Esmaeili to approve the June meeting minutes. Strand abstained. Motion carried.

11 members are present at the meeting for a quorum. Excused members are Carrasco, Mariani and Montrese.

It was shared that Martineau resigned from the commission.

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#### 4. Election of Officers

Commissioner Boyd suggested that the commission consider a balance on the Executive Committee of appointed and elected commissioners.

Strand asked staff if there were any commissioners not present tonight that were interested in a seat on the Executive Committee. Blin responded that Mariani is interested in Vice-Chair or 2<sup>nd</sup> Vice-Chair.

##### 4a. Chair

The following commissioners were nominated for the position of the Chair: Zaffrann, Houle, Esmaeili and Cichowicz

After a paper ballot vote, Zaffrann was selected as Chair.

##### 4b. Vice-Chair

The following commissioners were nominated for the position of the Vice-Chair: Esmaeili, Boyd, Mariani

After a paper ballot vote, Esmaeili was selected as Vice - Chair.

##### 4c. 2<sup>nd</sup> Vice-Chair

The following commissioners were nominated for the position of the 2<sup>nd</sup> Vice-Chair: Mariani, Weathers, Kimmons and Mills

After a paper ballot vote, Mills was selected as 2<sup>nd</sup> Vice-Chair.

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##### 4d. Secretary

The following commissioner was nominated for the position of the Secretary: Cichowicz

Given only one commissioner was nominated, Zaffrann moved to appoint Cichowicz as Secretary by acclamation, Boyd Seconded. Motion Carried.

#### 4E. Discussion of Committee Structure

Zaffrann shared an option for the commission to consider. It is the idea to eliminate the subcommittees of the commission and take up their business at the monthly Committee of the Whole (COW) meetings.

Esmaeili believes that this is a potentially good idea and a way to get more attendance at the COW meetings.

Cichowicz stated that he wants to make sure that we don't lose sight of the public forums with this new idea. The forums have been scheduled in place of Committee of the Whole meetings.

Strand said that commissioners need to step up to the plate and do the work. This body does important work and it is imperative that the full commission be involved in decision making.

Mills said that he is open to changes, but is interested to work on funding strategies and the City Department Engagement Task Force.

Zaffrann said that some situations won't lend its self to this structure (i.e. Community Connections Conference) so commissioners should expect some flexibility.

Cichowicz said that one goal of the committees is to be able to involved non-members.

Boyd stated that his main concern with keeping the committees is to ensure community input.

Bean suggested that perhaps committees could be streamlined based on overall topics (i.e. community engagement, funding, etc.).

Mussa stated that the commission should focus committees toward priorities.

Houle said that not all committees meet every month, but he would favor having more substantial COW meetings.

**Motion:** Strand moves to continue existing committee structure for the next 90 days and schedule Committee of the Whole meetings every other month during that timeframe. Houle seconded the motion. Motion carried.

Zaffrann stated that there will be a Committee of the Whole meeting in September.

## 5. NRP Policy Board Report

The Policy Board reviewed the Community Participation Program Guidelines and forwarded approval to the City Council their recommendation that the Guidelines be approved.

Strand noted a point of order regarding elections to the NRP Policy Board. He stated that they are typically held at the July meeting. Staff responded that they will be held next month.

## 6. NCR Report

### 6b. Neighborhood Programming and Support Audit Report

Director Rubedor shared that, Bill Smith, the evaluator of the audit will attend next month's NCEC meeting for a more robust discussion. He did provide a brief overview of [the report](#) and reviewed the staff directives from the City Council which are:

- 1) Directing the Neighborhood and Community Relations staff to work with the Neighborhood and Community Engagement Commission and Neighborhood Revitalization Policy Board to identify options for combining their functions and merging into one board or commission and to report back to the HECE committee by January 31, 2017.
- 2) Directing the Neighborhood and Community Relations staff to work with the City Coordinator's office and other departments as needed to identify potential funding options for funding neighborhood organizations after the expiration of the Consolidated TIF district, which is legislatively mandated to end in 2020, and report back to the HECE by January 31, 2017.

Weathers asked what the reporting mechanism of the commission is. Rubedor responded that the commission reports to the City Councils Health, Environment and Community Engagement Commission and advises them on policy and best practices. Weathers followed up by asking what the commission's

connection to the Mayor was and questioned that if there isn't a good connection to the Mayor, then the commission is toothless. Zaffrann responded that the commission has two Mayoral appointees.

Boyd asked if the combination of the NRP Policy Board and NCEC would cause and problems with neighborhoods Phase I and II plans. Staff responded that it would not, it actually would be a smoother process for neighborhoods to have to connect with one body vs. two.

Strand asked what the selection process for the auditor was. He stated that he felt the commission was thrown under the bus and the commission was not given a chance to respond to the report before it was presented to Council.

#### 6a. ADA Action Plan

Director Rubedor stated that [the ADA Action Plan](#) is now open for public comment now through August 27<sup>th</sup>. The plan in its entirety can be viewed online. He also stated that Minneapolis is on the forefront in addressing barriers to City programs and services through the ADA plan compared to other cities around the country.

Strand encouraged NCR staff to reach out to the Pedestrian Advisory Committee and the Minneapolis Advisory Committee on People with Disabilities. He stated that someone from the Pedestrian Advisory Committee attended the CLIC public hearing and raised some concerns about traffic signaling. Staff responded that they are involving those committees in the comment period.

**Motion:** Strand moves to formally fill out membership for the neighborhoods 2020 Committee and the City Department Engagement Committee. Cichowicz Seconded. Motion Carried.

Neighborhoods 2020 members: Mills, Vogel, Weathers, Kimmons, Boyd, Strand and Houle.

City Department Engagement Committee: Mills, Kimmons, Weathers, Mussa, Esmaeili, Cichowicz and Bean.

**Adjourn:** Zaffran moved to adjourn the June meeting of the NCEC at 7:07p.m., Esmaeili Seconded the motion. Motion carried.